

**ALTON TOWN COUNCIL
POLICY & RESOURCES COMMITTEE
MINUTES OF MEETING HELD ON
WEDNESDAY, 5TH MAY 2021 AT 7.00 PM**

Held remotely with Councillors and members of the public dialling in

Present: **Councillor Pam Jones - Chair**
 Matthew Bayliss
 Suzie Burns
 Graham Hill
 Graham Titterington

In attendance:
 Leah Coney - Town Clerk
 Pat Harris - Finance & Administration Manager

277 Chairman's Announcements

The Chairman made no announcements other than to advise that this was the last Policy & Resources Committee meeting of the current term and she wished to thank each and every committee member for their help and support over the last year.

278 Apologies for absence

Apologies were received from Councillor Pam Bradford & Gideon Cristofoli.

279 Minutes of the Meeting held on 20th January and 17th March 2021

The Minutes of the meeting held on 20th January and the Minutes of the Extra-ordinary Meeting held on 17th March were approved and will be signed by the Chair at a later date due to current restrictions in place

280 Declarations of Interest

The Chairman reminded members of their obligation to disclose any pecuniary interest in items on the agenda. None were declared.

281 To consider Requests for Dispensations

None were requested.

282 Questions to the Council. Members of the public are invited to make representations

No questions or requests for representation had been received.

283 Climate Change Town Hall Retrofitting Project

Enclosed with councillors Agenda papers is the project management plan proposal from Basingstoke Energy to oversee the climate change retrofitting project for the Town Hall which

will be subject to planning approval. On the proposal of Councillor Pam Jones, seconded by Councillor Graham Hill it was

RESOLVED to

Approve the appointment of Basingstoke Energy Services at a cost of up to £5,880 to project manage the decarbonisation of the Town Hall scheme and commence the tender process for the works (steps 1-3) before bring back to Full Council for approval. Payment to be made in 2 tranches – first payment to cover steps 1-3 for the Heat Recovery Heat Pump and Mechanical Ventilation systems.

All councillors voted in favour

284 Catering Pod for the Public Gardens

Members received details of the proposal for a catering pod at the Public Gardens to operate 7 days a week with operating hours of 9.00 a.m. to 5.00 p.m. initially with potential to trade later on a Friday evening or when there are events in the gardens. The business will offer tea/coffee and cake with a small selection of cold eats (including sandwiches and rolls) and initially operate from June/July to the end of September when a review will be undertaken. The unit will be sited near the CCTV cameras.

On the proposal of Councillor Pam Jones, seconded by Councillor Graham Hill it was

RESOLVED to approve the

Approve the temporary installation of a coffee pod at the Public Gardens until the end of September

All councillors voted in favour

285 Procurement Framework for ATC Contracts

A current list of contractors was tabled which details the terms under which each supplier of good and/or services provided is contracted to Alton Town Council and whether a review of specific contractors is required and the review date or whether it is a specialist service as defined under Financial Regulations.

On the proposal of Councillor Pam Jones, seconded by Councillor Gideon Hill it was

RESOLVED to note the

List of Goods or Services which will need to be put out to tender to secure preferred suppliers for the next 3 years for the services listed as under review

All councillors voted in favour

286 Community Building, Brewery Site - Update

The Committee were provided with an update on the Community Building to be delivered on the Brewery Site.

NOTED

287 Alton Chamber of Commerce

Members were requested to consider supporting the relaunch of the Alton Chamber of Commerce given the work that has been undertaken to date by Alton Town Council in supporting the shop local and rejuvenating the High Street campaigns. Councillors were of the opinion that there appeared to be no appetite from business itself for the re-establishment of such a body and as such, the effectiveness of a Chamber of Commerce is wholly dependent upon the effectiveness of the link between the businesses themselves and any established commerce link.

On the proposal of Councillor Graham Hill, seconded by Councillor Pam Jones it was

RESOLVED not to progress working with Stephen Lewis and Pat Lerew to relaunch and promote the Alton Chamber of Commerce

All councillors voted in favour

288 Placemaking Scheme

Members were requested to visit the Alton Place Making website to review the current work programme and progress to date in order that councillors could discuss whether there were any changes which are needed now given that the Strategy Group had been meeting for almost a year. Councillors expressed their disappointment with progress on the Placemaking Scheme and wished to ensure that a full review of its activities be added to the Agenda for the next meeting of the Group in line with the current Terms of Reference that a review should be undertaken at the end of the first year. The Committee also wished to ensure that a strong focus be retained on Tourism going forward and that the group should double their efforts in ensuring forward momentum on the projects currently identified.

NOTED

289 Exclusion of the Press and Public

On the proposal of Councillor Pam Jones, seconded by Councillor Suzie Burns, it was

RESOLVED

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded

290 Staffing Update

Members received an update on the current staffing of the grounds team.

[REDACTED]

The meeting finished at 8.25 p.m.